

Comptroller's Directive No. 3-08
Attachment 29
Internal Control Statement

Purpose

This attachment provides DOA with a general statement about the agency's internal controls. This internal control statement is required to ensure compliance with CAPP Manual Topic 10305, Internal Control. This is similar to prior year's Attachment 27.

Note: The timing of the internal control statement required by Comptroller's Directive No. 1-07, *Required Implementation of Agency Risk Management and Internal Control Standards*, does not coincide with the fiscal year date of June 30, 2008. As such, agencies must provide an internal control statement applicable to all fiscal year 2008.

Applicable agencies

All agencies

Due date

October 16, 2008

Submission requirements

Before completing the internal control statement, the agency is required to read CAPP manual Topic 10305, Internal Control, **and the agency head or designee must sign the statement.**

This information must be submitted in hard copy on agency letterhead either by fax OR mail.

Mailing Address:
Sharon H. Lawrence
Director, Financial Reporting
Department of Accounts
P. O. Box 1971
Richmond, VA 23218-1971

FAX:
(804) 225-2430

Provide a copy of the statement to APA.

Mailing Address:
Walter J. Kucharski
Auditor of Public Accounts
P.O. Box 1295
Richmond, VA 23218-1295

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